

NOTICE OF RULE ADOPTION—FINAL RULE
STATE OF MISSISSIPPI
Bureau of Building, Grounds and Real Property Management



Bureau of Building, Grounds and RPM
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Specific Legal Authority authorizing the Promulgation of
Rule: none
Reference to Rules repealed, amended or suspended by the
Proposed Rule: none

Date Rule Proposed: January 9, 2009

Explanation of the Purpose of the Proposed Rule and the reason(s) for proposing the rule: see attached

1. Added lines for phone, fax, and email plus landscape license number (if applicable) on the bid proposal in Division 0.
2. This is a change to the Proposal Form in Division 0 of the manual.
Mississippi Department of Agriculture & Commerce Bureau of Plant Industry
Landscape License Number _____ (for prime landscaping projects) MS Code 69-19-1 - 69-19-15
Change is: "(for prime landscaping projects)" changed from "(as applicable)"
3. This is a change mainly to the Proposal Form in Division 0 of the manual.
 - a. second page of proposal form - clarified mechanical and electrical Contractors (with notes and changing sub-contractor to contractor)
 - b. this change in #1 slightly affects 5.05 of bid checklist (sub-contractor to contractor)
 - c. added wording on the second page of the proposal form by Addendum 1 indicating that Addendum 1 (the Bureau's Memo) is included in the bid documents - Professional will need to add the date since it varies from project to project
 - d. this change in #1 slightly affects 1.2.3 on page 10 of the contract
4. Added "LLC" as one of the choices on page 9 of Division 0 in the incorporation section for Contractor.
5.
 - a. changed 3.01 of Instructions to Bidders deleting the requirement for a duplicate proposal form at bid opening.
 - b. amended 2.04 of Instructions to Bidders adding (1) a line regarding base bid being written out in words and figures; and (2)
 - that "written out carries" for base bid and all alternates
 - c. 5.01 of Instructions to Bidders Check List about written out carries and no duplicate copy of proposal form is necessary
 - d. added the words on the proposal form "Write in the amount of the base bid in words and numbers. The written word shall govern" and "Write in the amount of all of the alternates in words and numbers. The written word shall govern" on the proposal form.
 6. Section 400.11 regarding Energy and Sustainability was added to the Manual and approved by SOS on 7/15/08. The following sections are amended to agree with Section 400.11:
 - a. Added Sections 400.10 and 400.11 to Manual Index. (400.10 was added to Manual on 1/25/2001 but not to the Index; and 400.11 was added to Manual on 7/15/08 but not to the Index)
 - b. Manual Section 500.5.7. Energy: Energy and sustainability considerations (400.11) (added the words in bold)
 - c. Manual Section 600.5.7. Energy: Energy and sustainability considerations (400.11) (added the words in bold)

The Agency Rule Making Record for this rule including any written comments received during the comment period and the record of any oral proceeding is available for public inspection by contacting the Agency at the above address.

☐ An oral proceeding was held on this rule:

Date: {Insert Date}
Time: {Insert Time}
Place: {Insert Place}

☒ An oral proceeding was not held on this rule.

The Agency has considered the written comments and the presentations made in any oral proceedings, and

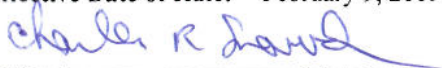
☐ This rule as adopted is without variance from the proposed rule.

☐ This rule as adopted differs from the proposed rule as there are minor editorial changes which affect the form rather than the substance of the rule.

☐ The rule as adopted differs from the proposed rule. The differences however are:
Within the scope of the matters in the Notice of Proposed Rule Adoption, the logical outgrowth of the contents of the Notice of Proposed Rule Adoption and the comments submitted in response thereto, and
The Notice of Proposed Rule Adoption provided fair warning that the outcome of the proposed rule adoption could be the rule in question.

The entire text of the Proposed Rule including the text of any rule being amended or changed is attached.

Effective Date of Rule: February 9, 2009


Charles R. Snowden, Director
Bureau of Building, Grounds and Real Property Management